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ABSTRACT

This Strategic Plan for library development in Colorado includes a specific set of strategic directions for the next four years with suggested key activities to implement them, as well as a set of timeless principles upon which library development and service are based. The Long Range Planning Strategic Directions, 2001-2004, are outlined with key activities for 14 areas: Advocacy; Funding; Standards-Based Education; Information Literacy; Family Literacy and Reading Readiness; Retention and Recruitment; Continuing Education; Service to Aging Populations; Services to Underserved Populations; Services to Minorities; Technology and Connectivity Planning; Access to Information; Delivery of Information Resources and Materials; and Colorado Library Law. Ongoing professional principles that should serve as a foundation for strong library services provided to the resident of Colorado, outlined in an appendix, focus on three main areas: leadership, services, and resource sharing. Three additional appendices include the Library Bill of Rights, listing of principles that libraries in the United States should embrace, and glossary and definitions. (AEF)

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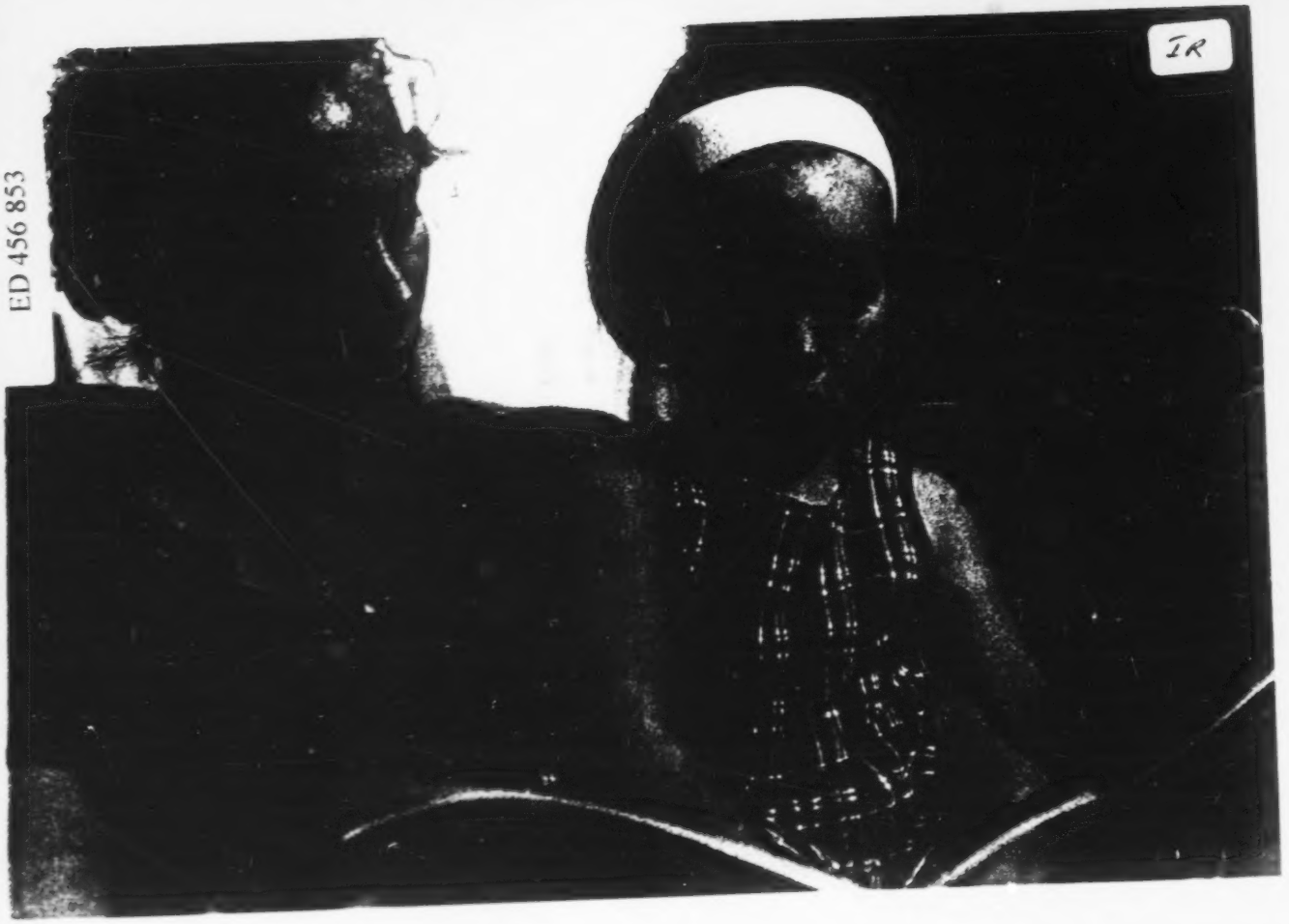


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# The Future is Now:

*Quality Library Service in Colorado*



## Strategic Plan 2001–2004

January 2001

cde Colorado Department of Education
Colorado State Library

**William J. Moloney**
Commissioner of Education

**Nancy M. Bolt**
Assistant Commissioner for Libraries

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## *Colorado State Library...*

enhancing quality library service by all libraries in support of educational achievement and equal access to information for all Colorado residents.

## *Colorado Department of Education...*

increasing achievement levels of students through high standards, assessments, and accountability.


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# Introduction

*Strategies 2001*, the most recent Strategic Plan for Library Development, ended in 2001. Beginning in 1999, the Colorado Council for Library Development began the process of soliciting input and developing a new Strategic Plan for Library Development in Colorado.

### Process

CCLD appointed a small Steering Committee, chaired by Past President Nancy Allen, to oversee the planning process. In addition to Allen, representing academic libraries, the Steering Committee consisted of Lorena Mitchell, representing Regional Library Service Systems; Su Eckhardt, representing school libraries; Sue Coldren, representing special libraries; Jamie LaRue, representing public libraries; and Nancy Bolt, Assistant Commissioner of Libraries at the Colorado Department of Education/State Library.

The Steering Committee was committed to developing a plan that addressed the needs of all the residents of Colorado for library service from school, public, college/university, and special libraries. The Committee began by reviewing all the long range and strategic plans currently in existence and recently completed from different library groups and organizations. The Committee sought commonalities among the different plans on which to begin future strategic planning. The Regional Library Service Systems collectively contracted with Phyllis Albritton to conduct an environmental scan of Colorado.

The Steering Committee sponsored two conferences to gain input on the strategic plan. The first was held in March 2000 in Pueblo. Participants were the board members and executive directors of the seven Regional Library Service Systems. The participants heard the results of the environmental scan, brainstormed future directions for library development, and prioritized the results of their discussion. In July 2000, representatives from different library organizations were invited to a second conference. They reviewed the work done so far, added additional strategic directions, and discussed how these strategic directions might be implemented.

Based on this input, the Steering Committee prepared a final draft of the Strategic Plan that was discussed by CCLD and by its companion advisory group, the Colorado Resource Sharing Board. Both CCLD and the Resource Sharing Board approved the Strategic Plan at their respective meetings in January 2001.

### Plan Outline

This Strategic Plan is in two primary sections. Rather than goals, the Steering Committee has developed, with input from the library community, a set of timeless principles upon which library development and service are based. Following the principles is a specific set of strategic directions for the next four years with suggested key activities to implement them. Finally, we have included two key documents from the American Library Association: *Libraries, An American Value* and *The Library Bill of Rights*.

### Implementation

It is hoped that this Strategic Plan will be reviewed by various library organizations and that they will commit to implementing the different strategic directions and key activities. Specific action plans will be developed for the strategic directions and will involve input from interested constituent groups. These action plans will include specific measures of success and indicate who has accepted responsibility for taking the lead in implementation.

### With Appreciation

The Steering Committee would like to thank all the librarians who participated in both the March and July conferences; the members of the Colorado Council for Library Development and the Resource Sharing Board who reviewed the draft numerous times; and other interested parties who contributed to the development of *The Future Is Now: Quality Library Service in Colorado*.

**Nancy Allen**, University of Denver, Chair
**Sue Coldren**, Denver Medical Library
**Su Eckhardt**, Cherry Creek School District
**Jamie LaRue**, Douglas Public Library District
**Lorena Mitchell**, Plains & Peaks Regional Library System
**Nancy Bolt**, Colorado State Library, Staff Liaison

# Long Range Planning Strategic Directions, 2001–2004

## *I. Advocacy:*

The library community advocates for the support of individual libraries (including academic, public, special, and school), the library community as a whole, and the principles of librarianship.

**Key activities:**

1. Design and deliver an advocacy training program, incorporating any existing programs.

   **Expected Outcomes**

   Trained advocates are active outside the library community on behalf of libraries.

   Each year, the number of positive news items increases through local and statewide media coverage.

2. Define advocacy audiences (key legislators, local government, municipal agencies, etc) for each strategic direction in the long range plan and launch advocacy programs for those audiences.

   **Expected Outcomes**

   These audiences take action supporting each strategic direction, in support of the library community.

3. Advance community advocacy and model leadership roles through librarians holding public office, librarians helping develop community web sites, librarians and libraries serving as election information centers, and librarians becoming a voice in/for the community; serving in leadership roles.

   **Expected Outcomes**

   Librarians play a leadership role in committees, projects and activities in communities in which the library exists. This would be evidenced by general improvements in visibility of the library in each community.

   Community web sites contain more library information.

4. Advocate for the role of school libraries and librarians in improving student achievement.

   **Expected Outcomes**

   The number of schools with professionally staffed media centers increases.

   Student achievement improves where there are quality school media centers.

## *II. Funding:*

Libraries, Systems, Colorado Resource Center (CRC), and the State Library receive substantial funding increases to deliver and improve quality services to Colorado residents.

Key activities:

1. Library and other professional associations develop and implement a legislative strategy to seek increased funding for state grants to libraries, Systems, Colorado Resource Center, and the State Library including Access Colorado Library and Information Network/Colorado Virtual Library, and statewide databases.

   **Expected Outcomes**

   State support for libraries is dramatically increased through a higher per-capita formula in the state funding level.

   Systems, Colorado Resource Center, Colorado Virtual Library and State Library receive increases that are greater than the cost of living.

2. Encourage the development of library districts as appropriate, through actions including presentation of information programs on benefits of library districts and engaging in the political processes required.

   **Expected Outcomes**

   The number of library districts increases.

3. Secure state funding for databases.

   **Expected Outcomes**

   An annual allocation in the state budget supports database subscriptions so Colorado residents have access to information at no cost to them or to their libraries.

4. Fund a needs-assessment for the Talking Book Library and institutional libraries, develop a strategy for the needed increases in support, and include these in the legislative agenda.

   **Expected Outcomes**

   The state legislature appropriates funding at the level identified by the needs-assessment.

5. Secure funding for library buildings and renovations.

   **Expected Outcomes**

   Community advocacy results in private and public funding for facilities.

## *III. Standards-based education:*

School library programs are an integral part of standards-based education in every school, focusing on higher student achievement.

Key activities:

1. School districts implement the key factors of success as identified in the study of the positive impact of school libraries on student achievement.

   **Expected Outcomes**

   The number of schools with professionally staffed media centers increases.

   Student achievement increases in the schools that staff libraries with professionals.

2. Public and academic libraries play a supporting role in meeting the needs of all students in their efforts to meet Colorado standards with high achievement. This role could include homework help programs, access to resources, cooperation with school libraries, or teaching library research skills and information literacy.

   **Expected Outcomes**

   The number of academic/school/public library partnerships increases.

   The number of programs designed specifically to help kids achieve school standards increases.

3. Promote services and resources through the Colorado Virtual Library that support student achievement.

   **Expected Outcomes**

   The number of hits on the teacher/kids site of the Colorado Virtual Library increases because teachers and students regard the resource as important to learning.

## *IV. Information literacy:*

Libraries improve patron understanding of ways to locate, analyze, synthesize and use information.

Key activities:

1. Through on-site and continuing education programs, conferences or summits, train library staff in information literacy strategies in order to deliver quality public programs.

   **Expected Outcomes**

   Most library staff receive CE training in information literacy.

2. Deliver a range of appropriate information literacy programs for all types of library users interested in becoming more independent and skilled at information discovery and use. Identify excellent web-based information literacy modules and build them into the Colorado Virtual Library, library catalogs, and e-resource links, so that point-of-use information literacy programs are available.

   **Expected Outcomes**

   Libraries develop active methods of delivering information literacy instruction to their patrons, because of the initial training.

3. School districts adopt information literacy standards or policies for their programs.

   **Expected Outcomes**

   Students in school districts with information literacy standards and policies have increased literacy skills that are measurable.

4. Collaborative efforts of local coalitions increase student achievement (examples: Head Start, museums, businesses).

   **Expected Outcomes**

   Student scores are higher in areas that have developed coalitions.

## V. *Family literacy and reading readiness:*

Public and school libraries emphasize reading and reading readiness skills.

Key activities:

1. Libraries offer high quality and engaging reading programs and work with childcare providers and preschools to improve reading readiness for young children.

   **Expected Outcomes**

   Participation in summer reading programs in Colorado rises dramatically.

   If a reading readiness measurement project were done, children participating in reading programs in childcare and preschool organizations would score well.

2. School and public libraries collaborate on family-based programs to develop and enhance reading skills.

   **Expected Outcomes**

   Most schools (at the K–8 levels) and public libraries have at least one family-based reading readiness program.

## VI. *Retention and recruitment:*

A diverse and well qualified pool of candidates for professional and support positions is recruited for Colorado libraries. Salaries, benefits, and the working environment are desirable, resulting in retention of high quality library staff at all levels.

Key activities:

1. Establish creative benefits to attract, recruit, and retain library employees, such as pay-for-performance, part-time work for retirees, financial assistance for library education, enabling continuing education attendance and follow-up support.

**Expected Outcomes**

There is an increase in the number of public libraries with MLS-qualified directors.

The quality and size of the applicant pools for library vacancies improve across Colorado.

There is an increase in the number of schools with professionally staffed media centers.

A minimum salary level is established on the basis of a competitive market analysis and reviewed annually.

Every library employee is supported in attending continuing education offerings annually, as well as the major professional association meeting for the type of library.

2. Library science and school media professional education programs create flexible or alternative credentialing programs.

**Expected Outcomes**

A library certification program is approved by the library community.

3. The library community develops or enhances leadership development activities for the profession, such as higher education leadership programs, mentoring programs, continuing education attendance, internships, and follow-up support.

**Expected Outcomes**

A leadership program is launched and is oversubscribed because of its quality.

Mentoring and internship programs are available to all interested in the field of librarianship.

4. Improve the image and status of librarians to attract people to the profession, through activities such as establishing a competitive market salary, delivering ongoing marketing campaigns, establishing standards of excellence, establishing standards for school librarians, and presenting library programs at non-library conferences.

**Expected Outcomes**

Nearly all libraries post employment positions at the minimum salary and many exceed minimum salaries.

Standards for school libraries are published, and the process of adopting the standards is well underway.

Minimum salary levels are established on the basis of a competitive market analysis and reviewed annually.

5. Recruit and retain minority librarians (as federally defined in Affirmative Action Law) for Colorado's libraries.

**Expected Outcomes**

The population of librarians reflects the population of Colorado.

## *VII. Continuing education (CE):*

Libraries provide an environment (which includes strategies for people to access continuing education) that enables participation in a broad spectrum of educational and training opportunities for library professionals, support staff and other decision-makers.

Key activities:

1. Use technology efficiently to promote and deliver CE content, including both distance delivery of content, and an "intranet" for library staff at all levels about CE opportunities.

**Expected Outcomes**

Libraries report that staff completed distance learning continuing education programs, overcoming barriers of travel, distance, and time.

Continuing education providers list their ongoing or upcoming activities on the CE database.

2. Collaborate on content, planning, delivery, and follow-up of CE, among CSL, Systems, library organizations, non-library organizations, Colorado Department of Education, and other providers.

   **Expected Outcomes**

   A coordinated statewide CE content and delivery plan is available.

   A basic CE curriculum of programs at professional conferences is devised and coordinated regularly.

3. Emphasize follow-up to ensure successful CE, including follow-up contacts, peer support, staged delivery, more targeted needs-assessment, and knowledge transfer from trainer to workplace.

   **Expected Outcomes**

   Most CE participants report they have implemented what they learned.

4. Offer formal programs for certification/re-certification/credit, including formal paraprofessional training programs and formal post-MLS certification programs.

   **Expected Outcomes**

   A certification program for paraprofessionals is in place.

5. Library administrations and governing bodies support and fund CE for all levels of staff.

   **Expected Outcomes**

   Nearly all full-time library staff participate in CE opportunities every year.

   Staff who participate report that they applied what they learned.

6. Achieve ALA accreditation for DU and maintain UNC's and UCD's NCATE endorsement for school media certification. The Emporia program continues as long as feasible.

   **Expected Outcomes**

   DU's Library and Information Science program is accredited by the American Library Association.

   UNC and UCD expand their offerings across the state.

## *VIII. Service to aging populations:*

Libraries offer a palette of services appropriate to the fastest growing constituency in the U.S.

Key activities:

1. Conduct a needs-assessment involving a statewide study (consider hiring a marketing firm), and, as a result of the needs-assessment, amend other key actions if appropriate.

   **Expected Outcomes**

   Key program recommendations are in place responding to needs-assessments. Programs are developed that meet the recommendations.

2. Meet needs identified in the needs-assessment for aging populations, as related to collections, facilities, resources, services (including homebound and volunteer efforts) and staff in Colorado libraries.

**Expected Outcomes**

Each community interprets the statewide recommendations, responding by creating community-based programs meeting the needs of the populations.

Libraries report a noticeable increase in use by seniors of library programs and services.

## *IX. Services to underserved populations:*

Library communities identify underserved populations and develop or participate in programs that provide services to those populations.

Key activities:

1. Institutional libraries receive increased funding for staff, materials, and technology, so that residents of institutions have access to library service that is comparable to service in the community.

**Expected Outcomes**

Institutional libraries receive budget increases.

2. Develop a community audit process designed to identify underserved populations (broadly defined to include areas such as mentally disabled, hospitalized people, illiterate adults, juvenile offenders, teens, or even schools without libraries), distribute the community audit process to all libraries, and follow up with strategies for implementing an audit in each community.

**Expected Outcomes**

Libraries identify groups not served by library programs and collections.

3. Once an audit identifies underserved populations, libraries assess the needs of each underserved population and develop collections, facilities, services, and outreach programs to meet the needs of the underserved.

**Expected Outcomes**

Libraries design needs-assessments responding to the audit of underserved populations.

Libraries deliver programs responding to needs-assessments.

## *X. Services to minorities:*

Libraries offer a palette of services appropriate to cultural and ethnic minority populations.

Key activities:

1. Libraries identify the ethnic and minority populations in their communities and engage in needs-assessment for these populations.

   **Expected Outcomes**

   Each library uses census and other community data to identify ethnic and minority population needs.

2. Libraries develop collections, services, and outreach programs to meet the needs of minority patrons. The library community supports diversity-related activities such as mentoring programs, scholarships, diversity web pages, etc. These activities are undertaken in ways that enable all Colorado residents to appreciate the value of diversity.

   **Expected Outcomes**

   Each library offers services meeting ethnic population needs.

   Libraries report increased use of library materials, programs and services designed for ethnic populations.

## *XI. Technology and connectivity planning:*

All libraries include technology and connectivity planning as part of the library's/institution's planning activity. All libraries make electronic information available to library users through appropriate workstations and high capacity networks.

Key activities:

1. Assist libraries with their technology, equipment, and connectivity planning, and provide long-range planning and technology trend information.

   **Expected Outcomes**

   All libraries have technology plans in place.

   All libraries meet at least Level 2 of the state technology standards.

2. Assist libraries with the development of acceptable-use polices for access to technology.

   **Expected Outcomes**

   All libraries have acceptable-use policies for technology.

3. Improve the capability of libraries to implement their technology, equipment and connectivity plans through better funding for information technology in libraries.

   **Expected Outcomes**

   All school and public library buildings have access to the web on a basis better than 56KB.

   All libraries have adequate funds to upgrade their systems and equipment regularly.

   All library staff are trained in use of appropriate and current technology.

State Library

## *XII. Access to information:*

Libraries and other cultural institutions participate in a statewide virtual library available to all library users regardless of their location or ability.

Key activities:

1. All Colorado library catalogs are aggregated into union catalogs.

   **Expected Outcomes**

   Most Colorado library catalogs are aggregated into union catalogs so that broadcast searching works efficiently in the Colorado Virtual Library.

   CVL users experience excellent response times.

2. Databases are available to all Colorado libraries, and to Colorado residents. Libraries and the state of Colorado share the costs of databases.

   **Expected Outcomes**

   The state of Colorado annually contributes significant funding to support the cost of databases.

3. The state's archives, historical societies, libraries, and museums continue to work together to digitize primary source material.

   **Expected Outcomes**

   Images are available through the Colorado Virtual Library and the Colorado Digitization Project.

   Primary resources are as accessible to information seekers as published material.

4. The library community engages in practices that increase cataloging of web-based resources so the search process is simplified for library and Internet users.

   **Expected Outcomes**

   Librarians are trained in web cataloging methods.

   The Colorado Virtual Library site for web resources grows in size and quality.

   Most catalog searches done in Colorado include web sites as hits.

5. Create a union catalog index to historical newspapers.

   **Expected Outcomes**

   Information found in historic newspapers is readily available, and the information is easy to locate.

6. Colorado libraries and their vendors endorse and comply with protocols (such as the Bath protocol for Z39.50) and standards.

   **Expected Outcomes**

   Libraries discuss the protocols with their ILS vendors.

   A Z39.50 search works across all vendor platforms and in all libraries on the Colorado Virtual Library.

7. Americans with Disabilities Act (ADA) compliant interfaces are available, such as voice recognition, for library catalogs and Colorado Virtual Library.

   **Expected Outcomes**

   All libraries work with their integrated library system vendors to install ADA compliant interfaces.

   Blind and disabled users of Colorado Virtual Library and other library catalogs report improved success in finding information through the use of library catalogs.

## *XIII. Delivery of information resources and materials:*

Libraries and Systems provide cost-effective and efficient delivery of information resources.

Key activities:

1. Interlibrary borrowing is a service offered by every library through the Colorado Virtual Library or OCLC and includes patron-initiated borrowing.

   **Expected Outcomes**

   Libraries offer these services and support the systems available through the CVL, making library users feel they have one seamless resource available in Colorado.

2. Interlibrary materials delivery is speedy and cost-efficient, using a variety of courier, mail and technology-supported methods.

   **Expected Outcomes**

   A requested item is delivered quickly and in the most appropriate way.

3. All publicly funded libraries participate in the Colorado Library Card program.

   **Expected Outcomes**

   All publicly funded libraries adopt Colorado Library Card policies.

4. Update interlibrary loan policies to reflect current technologies and copyright laws.

   **Expected Outcomes**

   The loan code of Colorado is revised.

## *XIV. Colorado library law:*

The state strengthens the legal infrastructure under which Colorado libraries and library entities operate.

Key activities:

1. Establish a process to gather input on changes needed and determine the key issues to be included in the new law.

   **Expected Outcomes**

   The concerns of the entire library community are considered in the development of the new law.

2. Draft the law and identify legislative sponsors.

   **Expected Outcomes**

   A revised law passes.

*Appendix A:*

# Ongoing Professional Principles[1]

These principles serve as a foundation for strong library services provided to residents of Colorado. When libraries and librarians follow these principles, they demonstrate the kind of quality information service Colorado residents deserve. These principles underlie future planning for new or improved library and information services for all types of libraries. Specific projects, priorities, and activities to improve Colorado libraries will be based on these principles.

## *Leadership*

1. Each library must be a vital and visible part of its community in order to identify and understand community needs.
2. Libraries support standards-based education and contribute to high student achievement.
3. Each library will develop a long-range plan for its own development, addressing trends, national standards and guidelines relevant to each type of library with the goal of meeting or exceeding such standards and guidelines.
4. Libraries and their governing authorities are leaders within their own constituencies, engaged in active advocacy for and marketing of the library. Librarians actively support intellectual freedom, the Library Bill of Rights, copyright law, and ethics statements, advocating the importance of these issues to constituents.
5. Libraries are responsible for effective policy and operational management, to meet their missions and to maximize available resources. Libraries continuously assess the needs of their communities, evaluate their services, and make decisions based on that information.
6. Librarians demonstrate the value of libraries to decision-makers at all levels to secure funding for quality library services.
7. Library entities form cooperative alliances with businesses, community agencies, and other libraries, to create, support, leverage, and enhance libraries and library services. Through collaboration, together they plan and finance cooperative projects through creative uses of both public and private funds.
8. Libraries expand access to their information resources through their participation in existing and planned bibliographic, computer, and telecommunications networks, as well as through other means.
9. Libraries and their administrative and funding agencies (such as boards, friends groups, etc.) lead the way to better services by supporting and funding continuing education efforts for all library employees.

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[1] These principles are gathered from several planning documents. They are:

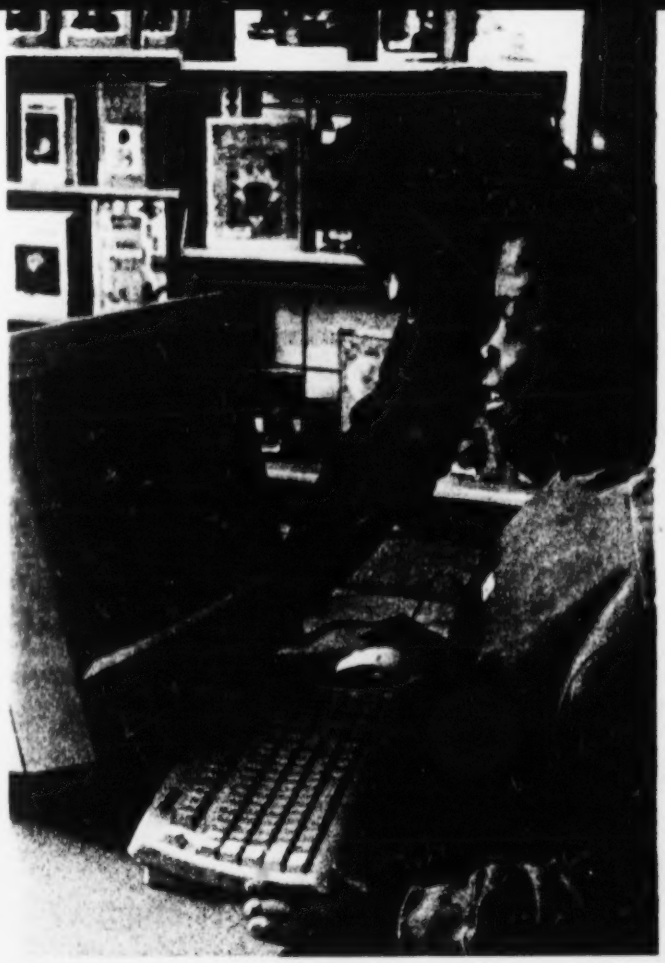
1. *Strategies 2001*
2. *Resource Sharing Board Strategic Plan*
3. *Colorado Technology Standards* (April 13, 2001)
4. *Colorado Academic Library Master Plan*

All the principles fall into three areas—leadership, services, and resource sharing. Libraries and librarians in all types of libraries will commit to ongoing activity as part of high quality library practice. Within these areas of practice, specific projects, activities, and development efforts will be planned and completed regularly. This document will be accompanied by a plan for accomplishing specific goals and engaging in specific activities associated with these ongoing professional principles.

## *Services*

1. Libraries build community by serving as a unifying force meeting common needs. Libraries develop collections, programs, and services to meet the diverse needs of their individual constituencies. In doing so, libraries do the following:
   a) Serve their constituents without restrictions based on age, gender, race, sexual orientation, religion, disability, national origin, or economic status.
   b) Reach out to identify and serve specific groups with special library needs, such as language or reading level.
   c) Ensure that all library buildings and all services in each library are accessible to all users.
2. Libraries help people solve problems, stimulate their imaginations, and enrich the quality of cultural, academic, economic, and governmental life.
3. Librarians select resources in a thoughtful, balanced way that is representative of the culture and responsive to the community. Collections should be available in a wide variety of print, non-print, and electronic formats, and new media as they emerge.
4. Libraries should protect their collections, programs, and staff as part of prudent stewardship of public funds, and should have a disaster and preservation plan that includes staff education, user education, materials handling instruction, and materials preservation activities.
5. Library staff continually update their professional skills and competencies to provide the highest level of service.
6. Libraries help users find, evaluate, and use information to their best advantage and as independently as possible by making available programs of information literacy training and individual consultation.
7. Libraries should deliver high quality reference services and reader's advisory programs for their communities and in ways appropriate for the type of library.
8. Libraries advocate and promote reading and support literacy programs.

## *Resource Sharing*



1. Libraries share their own resources and are links to resources on the global information network. Therefore, they should:
   a) Provide direct access to Internet resources for their users and assure that librarians are prepared to be Internet navigators for their constituents.
   b) Partner in local, regional, and state community networks.
   c) Have the technical capacity allowing users to have high quality, high speed, high bandwidth access to digital resources.
   d) Participate in consortial and collaborative processes that result in lower-cost access to commercial databases that are useful to each library's constituencies.
   e) Collaborate on projects to create new and local digital content of use to constituents.
   f) Support distance education programs, enabling access to information for learners regardless of their location.
2. Libraries should provide complete local and online access to their own collections and holdings, while enabling library users to access information about collections and holdings of other libraries through regional, state, national, and global networks.
3. Libraries and library users request and receive information and materials by the most effective and cost-efficient methods. Libraries should work to eliminate barriers between patrons and the information they seek, empowering patrons to locate and access information as conveniently and directly as possible. This includes participation in programs such as reciprocal borrowing agreements, walk-in access (supported by the Colorado Library Card program), courier, and electronic transfer of information and documents.
4. The cost of resource sharing is borne both by the local institution and also by the State of Colorado. With such funding, entities including the systems, resource libraries, the CRC, the state library, etc., all regard resource sharing as a high priority.
5. Libraries should implement and support state and national technology standards for school, public, and academic libraries. Libraries should conform to national standards supporting access and resource sharing such as those for interoperability, access for those with disabilities, and interlibrary lending.
6. Libraries should share human resources and expertise through participation in library organizations, communication media such as "libnet," and by contributing expertise via outreach programs even when they extend beyond the library's primary community.

*Appendix B:*

# Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948.
Amended February 2, 1961,
and January 23, 1980,
inclusion of "age" reaffirmed
January 23, 1996, by the ALA Council

Colorado State Library

*Appendix C:*

# Libraries: An American Value

Libraries in America are cornerstones of the communities they serve. Free access to the books, ideas, resources, and information in America's libraries is imperative for education, employment, enjoyment, and self-government.

Libraries are a legacy to each generation, offering the heritage of the past and the promise of the future. To ensure that libraries flourish and have the freedom to promote and protect the public good in the 21st century, we believe certain principles must be guaranteed.

To that end, we affirm this contract with the people we serve:

- We defend the constitutional rights of all individuals, including children and teenagers, to use the library's resources and services;
- We value our nation's diversity and strive to reflect that diversity by providing a full spectrum of resources and services to the communities we serve;
- We affirm the responsibility and the right of all parents and guardians to guide their own children's use of the library and its resources and services;
- We connect people and ideas by helping each person select from and effectively use the library's resources;
- We protect each individual's privacy and confidentiality in the use of library resources and services;
- We protect the rights of individuals to express their opinions about library resources and services;
- We celebrate and preserve our democratic society by making available the widest possible range of viewpoints, opinions and ideas, so that all individuals have the opportunity to become lifelong learners—informed, literate, educated, and culturally enriched.

Change is constant, but these principles transcend change and endure in a dynamic technological, social, and political environment.

By embracing these principles, libraries in the United States can contribute to a future that values and protects freedom of speech in a world that celebrates both our similarities and our differences, respects individuals and their beliefs, and holds all persons truly equal and free.

Adopted by the
Council of the American Library Association
February 3, 1999

*Appendix D:*

# GLOSSARY AND DEFINITIONS

**Academic library**—a library at an institution of higher education, including community colleges, colleges, and universities.

**Access Colorado Library and Information Network (ACLIN)**—links the automated systems and online catalogs of participating libraries and other state and non-profit agencies in a single network.

**ADA: Americans with Disabilities Act**—federal legislation governing the prohibition of discrimination based upon disability and requiring that programs be accessible to individuals with disabilities, including provision of effective communications.

**Broadcast search**—to search simultaneously for the same information among multiple providers or web sites.

**Colorado Council for Library Development (CCLD)**—established by the Colorado Department of Education as the principal advisory body to the State Board of Education, the State Librarian (Commissioner of Education), and the Assistant Commissioner, State Library, on library matters. The Council is empowered to study, advise and recommend action on issues pertaining to all types of libraries in Colorado.

**Colorado Library Card Program**—a program that allows patrons of participating libraries to check out materials from any other participating library without fees or restrictions.

**Colorado Resource Center (CRC)**—the annual Colorado Resource Center contract between the State of Colorado and the Denver Public Library, the mechanism through which the resources of the state's largest public library are made available to all the people of Colorado. Contract funds pay for the Denver Public Library's interlibrary loan services and partially offset the cost of direct service to Coloradans living outside Denver.

**Colorado State Library**—see State Library

**Colorado Virtual Library (CVL)**—a free search interface managed by ACLIN that allows searches of multiple Colorado library catalogs, digitized image collections in Colorado, and quality Internet web sites simultaneously.

**CRC**—see Colorado Resource Center

**Global search**—an online searching capability that provides for a single search of all ACLIN library catalogs at once instead of having to search each individual library or consortium catalog one by one.

**Global information network**—a telecommunications infrastructure and its networks, by which as many information resources across the globe as possible are linked and accessible.

**ILS**—"integrated library system," an information management system that provides comprehensive services to a library, such as circulation, cataloging, online public access catalog, serials, acquisitions, etc.

**Institutional library**—a library at a correctional, residential, or medical institution operated by the state, such as a prison or mental health facility, established by state statute.

**Information literacy**—an individual's ability to determine his/her information needs, attain the information in multiple and most appropriate formats, comprehend the information and utilize the information appropriately.

**Internet**—a "network of networks," the Internet is interconnected computers all over the world.

**Library**—an institution, including its staff, governing authorities, and/or advisory bodies who work together to achieve mutual goals.

**Library entity**—academic, public, and special libraries, school library media centers, Regional Library Service Systems, and the Colorado State Library.

**Media center**—see school library.

**OCLC**—Online Computer Library Center. A nonprofit, global library cooperative that offers services for libraries and their users, such as cataloging tools, reference databases and online searching services, and preservation services, thereby helping to reduce costs.

**Professional associations**—Colorado's primary professional library associations are the Colorado Library Association (CLA), Colorado Educational Media Association (CEMA), and the Special Library Association, Rocky Mountain Chapter.

**Protocol**—an agreed-upon format for transmitting data between two computer devices. Computers must support the correct protocols to communicate with other computers. This is implemented in hardware or software.

**Public library**—a library funded by government or public funding, whether municipal, county, or library district, and open to all residents.

**Regional Library Service Systems**—see Systems

**School library**—a library in a school, primarily serving the students at that school, usually kindergarten through twelfth grade or portion thereof. Same as "media center" or "school library media center."

**Special library**—a library serving a special group, organization, or business having a collection with a special focus or centered around a particular topic, such as law. In general, not open to the public at all times. May be affiliated with a non-profit organization, a government agency, or a for-profit business.

**State Library—Colorado State Library**—a branch of the Colorado Department of Education charged with certain powers and duties with respect to other publicly supported libraries in the state.

**Systems**—Regional Library Service Systems—organizations of publicly supported libraries established to provide cooperative interlibrary services within a designated geographical area. There are presently seven Systems in the State of Colorado.

**Web site**—A location on the World Wide Web, that is owned and managed by an individual, company or organization, and consists of information, documents and files related to the owner or its interests.

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